

**Application for a Subdivision of Land or Replat of a Subdivision
in the City of Lindale or in the City's Extraterritorial Jurisdiction**



City of Lindale
Community Development Department

106 E. Valley • Lindale, TX 75771 • 903.882.6861 (phone) • 903.881.8170 (fax)

www.lindaletx.gov

Name of Applicant: _____ Date: _____

Address: _____ Telephone # : _____

Name of Subdivision: _____ Number of Acres: _____

Type of Subdivision: () Residential () Non-residential Located in the City: () Yes () No

Application for: () Subdivision Plat () Replat

To be completed by the Administrative Officer for the City of Lindale.

Current Zoning: _____

1. Land Plan (Ref. section 1-21 Subdivision Ordinance)

A. A Land Plan shall include--

1. The name of the subdivision, the name of the owner of the tract of land, the scale, the date, and a North point;
2. The boundary lines of the tract to be subdivided shown in a bold line for easy identification, with courses, angles, and distances and approximate acreage;
3. The proposed plan of subdivision for the entire tract of land, even though it is to be developed in units or phases;
4. The location and size of proposed blocks and lots and the location and width of proposed streets, alleys or other public ways, and areas to be dedicated for public use;
5. The location and width of existing streets and alleys on or adjoining the property to be subdivided and within 200 feet of the property to be subdivided;
6. The names of streets shown on the plan; and
7. The proposed use of the property.

- B. Scale () Less than 5 acres, scale of twenty feet to the inch (1" = 20')
- () 5 acres or more but less than 25 acres, scale of fifty feet to the inch (1" = 50')
- () 25 acres or more but less than 50 acres, scale of one hundred feet to the inch (1" = 100')
- () 50 acres or more, scale of two hundred feet to the inch (1" = 200')

- Copies () Seven (7) copies of the Land Plan on sheets not less than 17" x 22"
- () 3.5" High Density (HD) MS DOS format diskette or a compact disc in dwg. format

Date Land Plan was received by the Administrative Officer: _____

Date Land Plan was approved by the Commission: _____

2. Preliminary Subdivision Plat (Ref. section 1-22 Subdivision Ordinance)

A. The Preliminary Subdivision Plat shall be accompanied by—

1. A completed subdivision application;
2. The required fee as scheduled by the City Council;
3. A letter from the City Street and Utility Department and each public utility service provider responsible for providing water, sewer, electricity, gas or other utility service to the proposed subdivision, stating that the provider has knowledge of the proposed subdivision and is aware of the utility easements that will be required;
4. A vicinity map showing a sufficient area to locate the proposed subdivision in relation to arterial street of the City; and
5. The following notice on the face of the Preliminary Subdivision Plat: "Preliminary Subdivision Plat for Review Purpose Only."

B. Scale ☐ Same scale as Land Plan

Copies ☐ Seven (7) copies of the Preliminary Subdivision Plat on sheets not less than 17" x 22"
 ☐ 3.5" High Density (HD) MS DOS format diskette or a compact disc in dwg. format
 ☐ Fee \$_____

Date Preliminary Plan and materials were submitted to the Commission: _____

Date Preliminary Plat was approved by the Commission: _____

Changes or additions to be made to Preliminary Plat:

3. Final Plat (Ref. 1-23 Subdivision Ordinance)

A. The Final Subdivision Plat shall be accompanied by—

1. A completed subdivision application;
2. The required fee as scheduled by the City Council;
3. Engineering construction plans for all public improvements including streets, sidewalks, curbs and gutters, water drainage, and water and sewer facilities. The plans shall include but shall not be limited to pressure drop calculations, design volume of each water pipe segment, capacity of sanitary sewer and storm sewer capacity;
4. Letter from the City Engineer certifying that the construction plans for all public improvements comply with the Construction Design Requirements in Article 3 of this Ordinance;
5. A signed statement from the property owner certifying that all public improvements shall be constructed according to the construction plans within two years from the date the Final Subdivision Plat is recorded;
6. A Title Policy or Title Letter on the tract of land included in the Final Subdivision Plat identifying all record property owners and interests in the property;
7. A letter from each lien holder and any other party that has an interest in the tract of land included in the Final Subdivision Plat, consenting to the Subdivision of the tract of land;
8. Easements for all public utilities including water, gas, sewer, and electricity as required by the City or public utility service provider;
9. Dedicatory instruments containing any covenants or restrictions applicable to the subdivision;
10. A declaration establishing the duties and responsibilities of a Property Owners' Association for a residential subdivision, if required by this ordinance;
11. A proposed Developer Agreement in accordance with Section 2-58, if required by this ordinance; and
12. Tax certificates showing that all property taxes have been paid to the current year.

B. Scale ☐ Less than 5 acres, scale of twenty feet to the inch (1" = 20')
 ☐ 5 acres or more but less than 25 acres, scale of fifty feet to the inch (1" = 50')
 ☐ 25 acres or more but less than 50 acres, scale of one hundred feet to the inch (1" = 100')
 ☐ 50 acres or more, scale of two hundred feet to the inch (1" = 200')

- Copies () Fifteen (15) copies of the Final Plat on sheets not less than 17" x 22"
() 3.5" High Density (HD) MS DOS format diskette or a compact disc in dwg. format.
() Fee \$_____

Date Final Plat was received by the Administrative Officer: _____

Date Final Plat was approved by the Commission: _____

Changes or additions to be made to Preliminary Plat:

4. City Council (Ref. 1-24b Subdivision Ordinance)

- A. () The final plat of the subdivision.
() Ten (10) copies of the Final Subdivision Plat containing any changes or additions required by the Commission, drawn on sheets the same size and to a scale that is the same as the Final Subdivision Plat presented to the Commission.
() A performance and payment bond executed by a reputable and solvent corporate surety, holding a license to do business in the state, or an irrevocable letter of credit from a federally insured financial institution in favor of the City, equal to the contract amount for the cost of constructing the public improvements for the subdivision, including streets, street lights and signs, sidewalks, curbs and gutters, water, sewer, and storm water drainage facilities, to indemnify the City against any claims, costs or expenses to complete the construction work.
() Articles of Incorporation and bylaws for a Property Owners' Association if a Property Owners' Association is required.

Date Final Plat was submitted to the City Council: _____

Date Final Plat was approved by the City Council: _____

Date Final Plat was released for recording: _____

Date Final Plat was recorded: _____